Laptop Security

Would you leave a pile of cash in your car overnight? Love your laptop as much as your cash

We have seen an uptick in the number of stolen GM laptops this year, so it's a good idea to review the importance of and methods for securing your laptop outside of your work location. "But I live in a safe neighborhood" and "I leave it in my car so I don't

forget it in the morning" are not good excuses for having your laptop stolen.

Please remember:

At work, do everything you can to physically secure your laptop, including use of a locking device when provided. No matter where you work, your laptop must be physically secured inside a locked cabinet or desk if you leave it unattended for a long period, including overnight. And if your desk is on the ground floor near a window, never leave it unattended.

At home, ensure your laptop is secure at all times, is not visible from a ground floor window, and is stored inside the residence, and not in a vehicle.

On the road, your laptop must remain with you whenever possible. Never leave a laptop unattended in public areas, such as airport lounges, restrooms, hotel lobbies and conference centers. If you must leave your laptop in a vehicle, the vehicle must be locked and the laptop hidden as much as possible (best thing is to lock it in your trunk or other compartment). Never leave your laptop in a vehicle in extreme hot or cold conditions.

At the airport, do not check your laptop as baggage. Tag or label laptops and carrying cases with your desk or mobile telephone number (don't use any GM identifier). If possible, don't place your laptop on the conveyer belt until you are set to proceed through the metal detector, and wait for it to fully enter the x-ray machine before proceeding through.

At hotels, keep your laptop with you, or stored in the in-room safe or otherwise hidden/secured (lock it in your suitcase if you don't have a safe).

You are ultimately responsible for the physical security and care of your GM devices. You can find more detailed information in GM's User Information Security Policy and the AUG (Acceptable Use Guide to Protecting GM Information and Resources), both of which are found at Protect.GM.com.

One of the best security tips out there is to think of your laptop -- and cell phone -- as a pile of cash. Wouldn't leave a pile of cash on your back seat (even in your "really safe" neighborhood)? Then don't leave your laptop there either.

Stay safe out there!



America Recycles Day

For America Recycles day the MPS Group is taking part in a shoe drive, Soles4Souls.

- This drive will take place from NOW through Nov. 24th.
- Please bring in your lightly worn shoes to help participate in this drive!
- By donating your shoes, you are helping 127 countries around the world and providing opportunities in your hometown for those in need!

 Look at the East Gate, West Gate, and the Admin Building for the bins (picture below top) to place your lightly worn shoes in.







Help Support Breast Cancer Awareness

Cashew Caramel Corn \$8.00 Peanut Caramel Corn \$7.00 Tri-Color Corn \$6.00

Caramel & Cheese Mix \$5.00 (Sold Out)
Cheese \$4.00 (Sold Out)

Small Caramel \$3.00

Locations:

- Administration Building (Shaana Gordon)
- GF6 Assembly& Mezzanine (Camille Davis)
- RWD Quality Offices (Maggi Mitchell)
- Gears Team Centers (Jodi Lindow & Lindsey Taylor)

donate now CHANGE THE ODDS



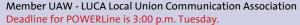
How can I donate?

There are various ways to contribute, they include: FairShare, FairShare Plus, Flat Dollar Amount and One-Time Only. FairShare, FairShare Plus and Flat Dollar Amount allow you to contribute year round with a fixed amount from your paychecks. All contributions mentioned above will carry over each year until you cancel, retire or terminate your employment. The One-Time Only option will be deducted within one or two pay periods, depending on the date the next payroll is processed. Note this pledge type does not carry over from year to year.

Visit: https://unitedwaygiving.gm.com/#/checkout to make your donation. *Live United*

How to contact us...

Communications Coordinator - UAW: Daniel Macut Email submissions to daniel.macut@gm.com Phone: 419-450-0947



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UCA.

Suggest to win!
Has your name been included
on a 2017 suggestion?

First Week's Winners (2)will be announced Monday, Nov. 6th. Second Week - Monday, Nov. 13th Final Week - Monday, Nov. 20th 6 Winners Total

Suggestion Program Winners

First Week's Drawing Results

Name	Dept.
Jeffrey Thomas	8331
Robert Klima	6223
Second Week's Drawing Results	
M	D 1

NameDept.Michael Beach6122Shalonda BrantleyF432



Toys for Tots

Trialycerides

Results Review

Glucose

The Toys 4 Tots collection will be November 16, from 10 p.m. to 11:30 p.m. third shift. November 17, 4 a.m. to 6 a.m. first shift and 2 p.m. to 4:30 p.m. for second shift.



appointment. Please see

your Team Leader or Group

Leader to schedule an

appointment.